



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012

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DAVID E. JANSSEN
Chief Administrative Officer

June 22, 2007

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: *for David E. Janssen*
David E. Janssen
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

**REQUEST FOR APPROVAL AND DELEGATION OF AUTHORITY TO THE DIRECTOR OF
PUBLIC HEALTH FOR ONE SOLE SOURCE AGREEMENT FOR CONSULTING SERVICES
(ITEM NO. 42, AGENDA OF JUNE 26, 2007)**

Item No. 42 on your Board's June 26, 2007 agenda is a request by the Department of Public Health (DPH) for approval and delegated authority to offer and execute a retroactive agreement for consulting services with Mercer Human Resource Consulting, Inc. for \$118,097 to complete additional work for an HIV/AIDS Medical Clinics Reimbursement Rate Study on behalf of the Department's Office of AIDS Programs and Policy (OAPP) for the period of December 1, 2006 through December 31, 2007.

On May 22, 2007, your Board approved a motion directing various actions in order to prevent retroactive contracts or requests for payments, including a direction for the Chief Administrative Officer, in collaboration with the Auditor-Controller and Director of Internal Services, to recommend corrective actions along with best practices for any such retroactive requests presented to the Board for consideration.

This memorandum is being sent to inform you that in addition to the discipline referenced in the DPH Board letter, the Department will also be required to comply with any corrective action requirements that will be issued by the Chief Administrative Office as part of the response to the May 22, 2007 motion.

You may contact me if you have any questions, or your staff may contact Richard Martinez of my staff at (213) 974-1758.

DEJ:SRH

SAS:RM:bjs

c: Executive Officer, Board of Supervisors
County Counsel
Director, Department of Public Health